WORK METHODS

WP5

Objectives and Options

- **To reduce the carbon footprint of the GTO, save money and take advantage of modern technology, all meetings of the GTO will be electronic, virtual meetings.**
  - Options to implement this decision could include some or all of the following:
  - All meetings are virtual, non-physical meetings;
  - Real-time electronic meetings can be held by e-mail, phone and collaborative software;

Initial Positions

- Only e-meetings   :   4
- No e-meeting   :   0
- Combination of physical and virtual   :   6
- No opinion   :   1

Initial key points for only e-meetings

- 4 countries
  - Videoconferencing is effective
  - Green option
  - Energy, time, natural resources
  - Global warming
  - Cost of travel
  - Time for travel
  - Convenient
  - Environmental issues

Initial key initial points for combination of physical and emeetings

- 6 Countries, 1 undecided
  - eMeeting for early meetings
  - Touch and feel richness of physical meetings
  - Cultural issues
  - Emeetings for technical discussions
  - Final meetings should be physical
  - Physical meetings when there are large no. of participants
  - Optimal combination should be arrived
  - Physical meetings for final policy decisions
  - Cost of travel can be subsidized by ITU
  - ITU/other org to compensate for the carbon footprint
  - Local govt to find funds

Early Converts

- 2 countries
  - Combination of both
  - Regional meetings can be emeetings
  - Global meetings can be physical
  - Optimal mix of physical and emeetings
  - Training & resources
  - Industry, GTO to bear some of the cost
  - Bonding and cross cultural exchange

Intermediate Positions

- Only e-meetings   :   2
- No e-meeting   :   0
- Combination of physical and virtual   :   9
- No opinion   :   0

Late Converts

- 2 countries
  - 1.5 years timeframe for implementing green initiatives
  - Pledge by countries for environmental support
  - Carbon credits
  - Final policy decision meeting to be physical meeting
  - Final policy drafting meeting to be physical meeting

Final Positions

- Only e-meetings : 0
- No e-meeting : 0
- **Combination of physical and virtual : 11**
- No opinion : 0

Conclusions

- Combination of both
- eMeeting for early meetings
- Touch and feel richness of physical meetings
- Cultural issues
- Physical meetings when there are large no. of participants
- Optimal combination should be arrived
- Physical meetings for final policy/drafting decisions
- Cost of travel can be subsidized by ITU
- ITU/govt/private players to compensate for the carbon footprint
- Local govt to find funds
- 1.5 years timeframe for implementing green initiatives
- Pledge by countries for environmental support

Challenge 1: Time Zone

- Starting time of the e-meetings can be at 0900 local time which moves one time zone each month, so all share the burden equally over the course of a 24-month cycle;

Challenge 2: Progress tracking

- Virtual meetings can be held over the course of several days or weeks with the group's management team summarizing e-mail contributions each day and proposing interim agreements to progress the work, and then amending their proposals based on the next day's comments;
- Updated MoM at regular intervals

Challenge 3: Decision Making

- How will decision-making be done with remote participation?
  - Secure Identification card for ID check
- How does the meeting know who is present?
  - Secure Identification card for ID check
- Will remote voting be required for all decisions even though currently decisions are made by consensus?
  - Yes, remote voting is required (secret ballot)
- Normally in decision-making meetings delegates have the opportunity to speak off-line with other delegates to resolve issues; however this is not possible in a virtual meeting. How does the chairman judge the mood of the room" when they cannot see everyone?
  - Leverage advanced technologies such as Virtual worlds etc.

Challenge 3: Decision Making

- Can all remote participant views be considered before a chairman declares the decision has been made?
  - Yes
- Will the need to make a verbal statement of agreement or opposition by e-mail or phone call inhibit decision-making?
  - Yes it will inhibit
- Will the principle of "silence is agreement" that works so well in a physical meeting also work with remote participation?
  - Check with every member who is offline

Proposed eMeeting Options

- Videoconferencing
- LiveMeeting
- Teleconferencing
- Virtual Worlds